

## Functional Skills on-Demand Step-by-step process

“I have used, and will continue to use, ResultsPlus feedback with learners as it is an extremely powerful tool. The value in showing the learners what they are good at is, at least, if not more powerful, than showing them what they need to improve.”

Joe Dalston, Functional Skills Maths Lecturer - Boston College.

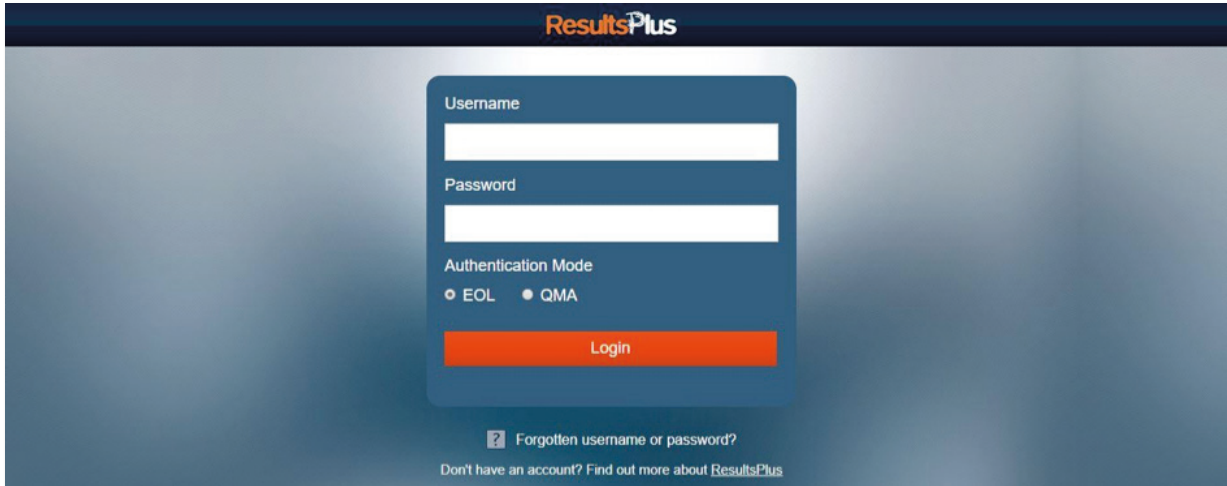
### What can I do?

- Get results for Level 1 & 2 English and Maths
- Identify key areas of strength and weakness
- Behind the grade look at individual and cohort performances

### Step 1

Login to **ResultsPlus** using your **EdexcelOnline** or **QMA** credentials

If you are an Edexcel customer, leave the default authentication mode as EOL (EdexcelOnline); if you are a QMA customer please tick the QMA button before pressing Login as per the screen below:

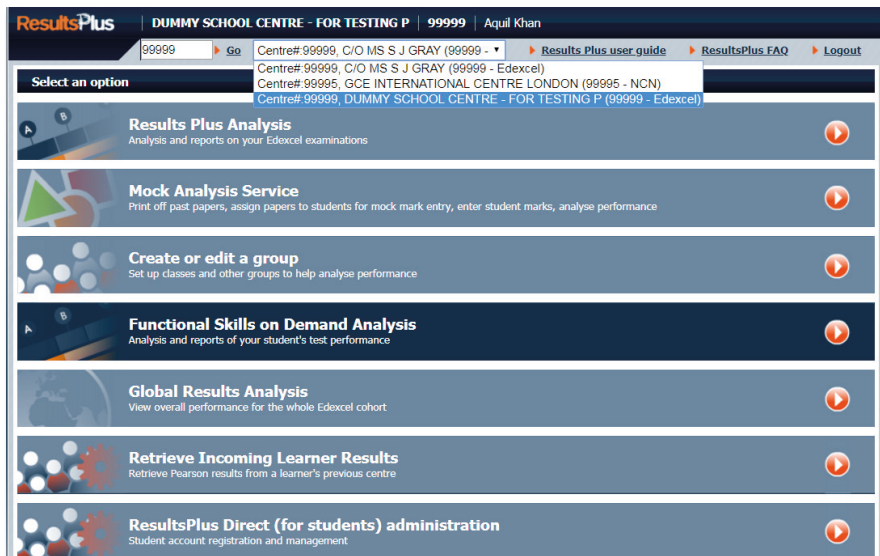


The screenshot shows the ResultsPlus login page. At the top, the 'ResultsPlus' logo is displayed. Below it is a central login form with the following fields and options:

- Username**: A text input field.
- Password**: A text input field.
- Authentication Mode**: Two radio buttons, 'EOL' (selected) and 'QMA'.
- Login**: An orange button.
- Forgotten username or password?**: A link with a question mark icon.
- Don't have an account? Find out more about ResultsPlus**: A link at the bottom.

## Step 2

– If your centre has subsites, select the relevant subsite from the drop-down box at the top middle of the screen. Then, select **Functional Skills on Demand Analysis**



You can search for results either by an **Individual Learner** or by a **Cohort**

## Step 3 Retrieve Individual Learner results

Pinpoint development areas for the learner and develop individual learner plans based on results feedback.

**Step 3a** – To search by **Individual Learner**, enter the learner details. You can search by personal details (e.g. forename, surname), or by the date the test was taken.

Once you have found the learner for whom you are searching, press the **View** tab.

The screenshot shows the 'Functional Skills on Demand > Students' page. The main heading is 'Get student results'. Below it is a search form with the following fields:

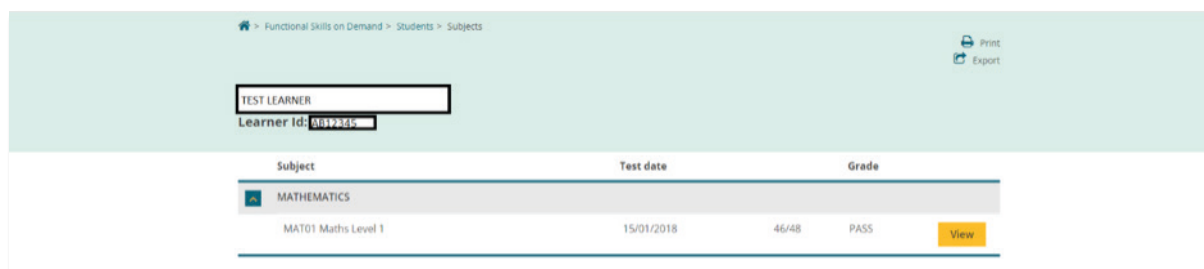
- Student's forename: TEST
- Student's surname: LEARNER
- Date of birth: 01/01/2000 (with a calendar icon)
- Test date: (empty field with a calendar icon)
- Search button: Yellow button with 'Search' text

Below the search form, it says '2 students found'. A table displays the search results:

Student's forename	Student's surname	Date of birth	Learner Id	
TEST	LEARNER	01/01/2000	AB12345	<a href="#">View</a>
				<a href="#">View</a>

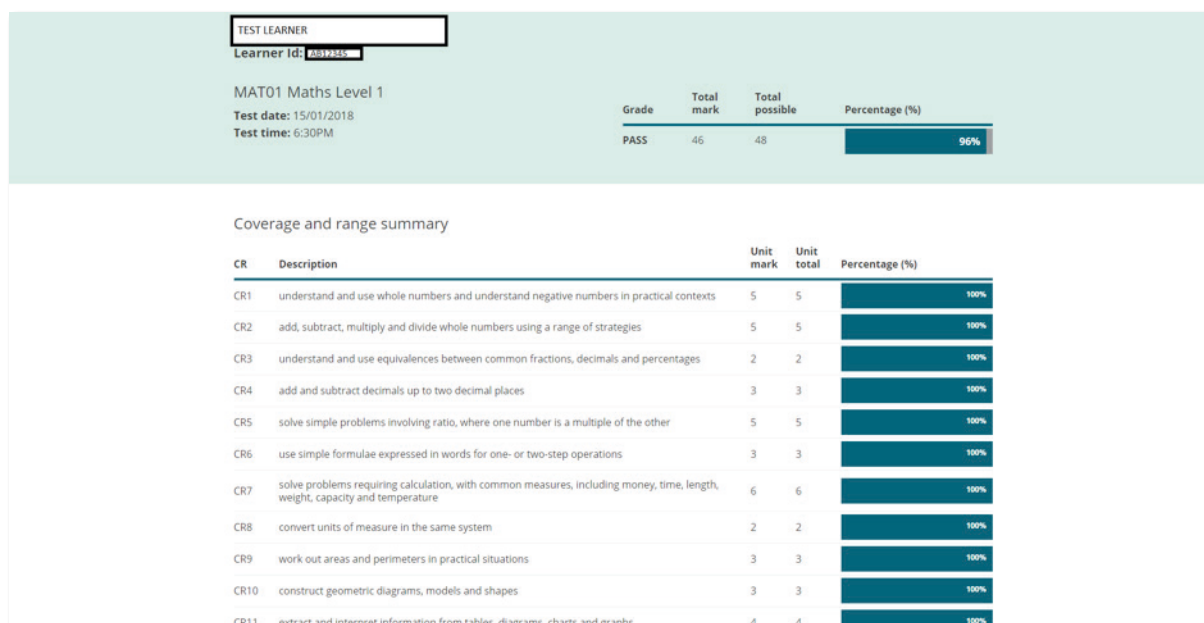
**Step 3b** – Click on the drop-down arrow next to the subject to view a list of the tests undertaken by the learner.

Press the **View** tab to view a detailed breakdown of the learners’ test performance.



**Step 3c**– A full breakdown of the learners’ performance will be displayed, including:

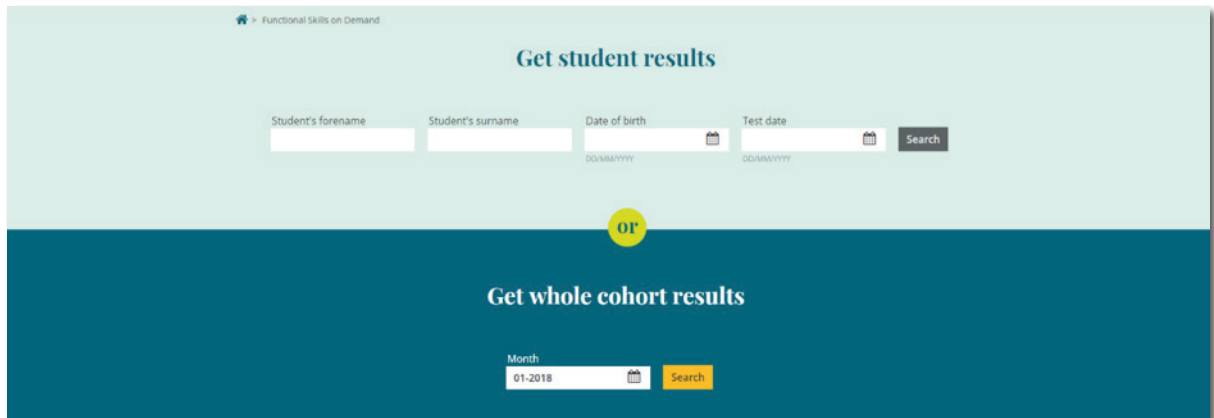
- Overall grade
- Unit mark achieved
- Total unit mark possible
- Coverage and range summary



## Step 4 Retrieve Cohort results

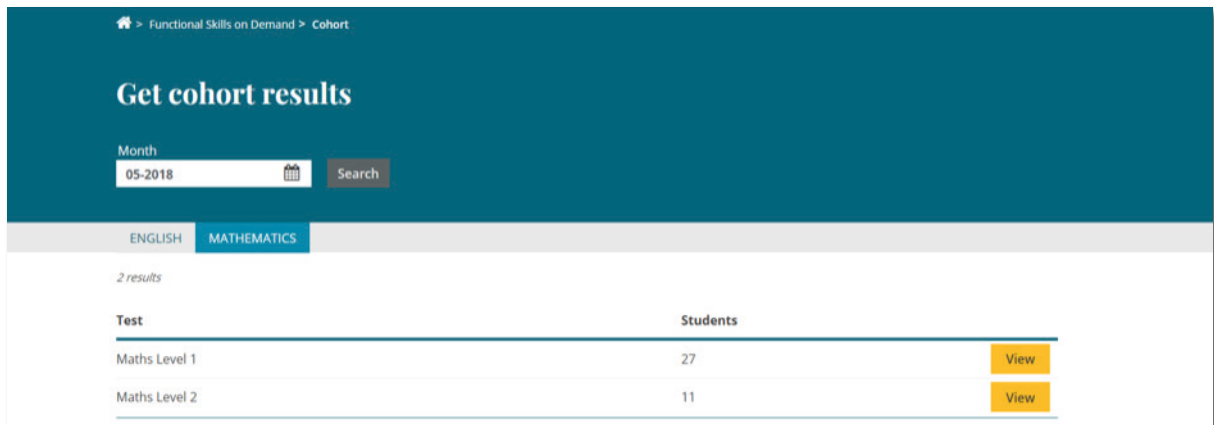
Easily see the number of pass/fails in the whole Cohort, pinpointing areas for development and analyse how ready Cohorts are for testing.

**Step 4a** – To search by a **Cohort**, use the calendar to select the month and year in which the test was undertaken and press **Search**



The screenshot shows two sections of a web interface. The top section, titled 'Get student results', has a light green background and contains four input fields: 'Student's forename', 'Student's surname', 'Date of birth' (with a calendar icon), and 'Test date' (with a calendar icon). A 'Search' button is to the right. Below this is a yellow circle with 'OT' inside. The bottom section, titled 'Get whole cohort results', has a dark teal background and a 'Month' input field with '01-2018' and a calendar icon, followed by a yellow 'Search' button.

**Step 4b** – Use the tabs below the calendar to select either **English or Mathematics** followed by the view tab to **View** the Cohort performance.

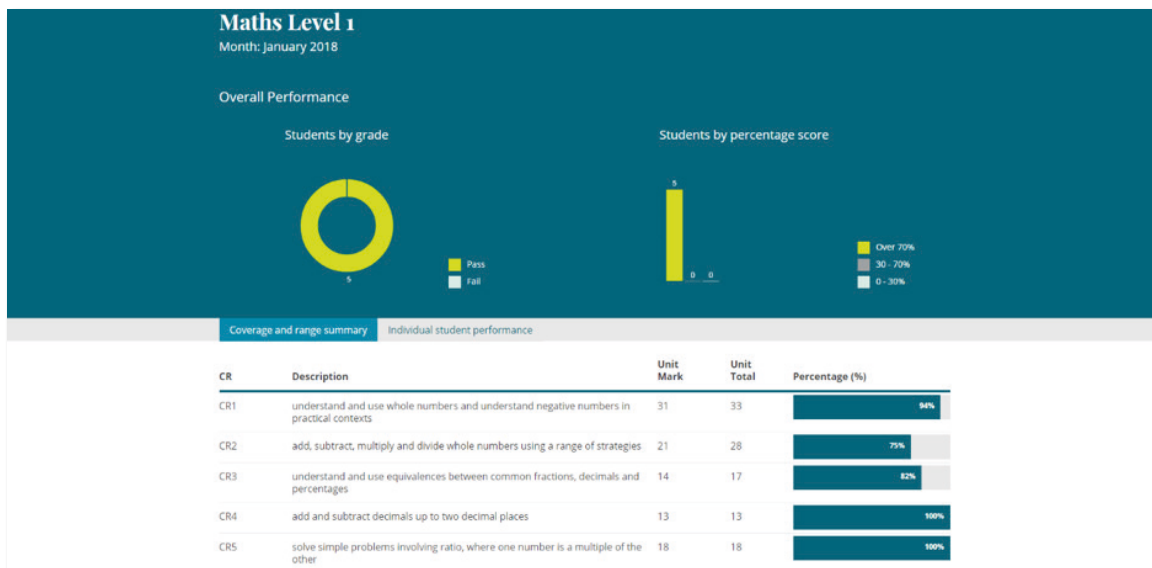


The screenshot shows the 'Get cohort results' page with a dark teal header. Below the header is a 'Month' input field with '05-2018' and a 'Search' button. There are two tabs: 'ENGLISH' and 'MATHEMATICS', with 'MATHEMATICS' selected. Below the tabs, it says '2 results'. A table displays the results:

Test	Students	
Maths Level 1	27	<a href="#">View</a>
Maths Level 2	11	<a href="#">View</a>

**Step 4c** – A full breakdown of the Cohorts' performance will be displayed, including:

- Students' by grade
- Students' by percentage score
- Unit mark achieved
- Total unit mark possible
- Coverage and range summary



**Step 4d** – You can click the **Individual Student Performance** tab to view a breakdown of each of the individual learners who form part of this cohort



## FAQs

- ResultsPlus uses 'pop-ups', please ensure these are enabled in your browser settings and that your browser is updated with all relevant updates applied
- I can't access ResultsPlus – how do I get set-up with an account?
  - If you are an EdexcelOnline customer, please contact your exams office who will be able to create an EdexcelOnline account which enables access to ResultsPlus
  - If you are a QMA customer, please contact [examsofficers@pearson.com](mailto:examsofficers@pearson.com). If you are a school/college. If a work based learning customer/training provider, please contact [wblcustomerservices@pearson.com](mailto:wblcustomerservices@pearson.com) who will be able to create an account for you
- My learner's result is not available – when do they appear on ResultsPlus?
  - Learner results are updated twice weekly, Monday and Thursday, so new results will appear from the following Tuesday and Friday